



City of Alexandria, Virginia
Department of Planning & Zoning

SPECIAL USE PERMIT CERTIFICATE

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit #2019-0056

Approved by Planning and Zoning: July 12, 2019

Permission is hereby granted to: Bright Mind Daycare

to use the premises located at: 322 North Alfred Street

for the following purpose: see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

7/12/2019
Date

Karl Moritz (Signature)
Karl Moritz, Director
Department of Planning and Zoning

DATE: July 12, 2019

TO: Tony LaColla
Division Chief, Land Use Services,
Department of Planning and Zoning

FROM: Cara DelVecchio
Non-development Case Unit Intern, Land Use Services,
Department of Planning and Zoning

SUBJECT: Special Use Permit #2019-0056
Administrative Review for a Minor Amendment
Site Use: Child Care Home
Applicant: Bright Mind Daycare
Location: 322 North Alfred Street
Zone: RB/Townhouse Zone

Request

Special Use Permit #2010-0056 is a request for a minor amendment to an existing day care center, Bright Minds Daycare, to increase the number of students from 32 to 39. No additional changes to the current operations are proposed. The business would continue to offer activities and care for children ages 2 ½ to 5 years.

Background

Meade Memorial Episcopal Church has operated at the site since 1870. Three daycare operations have received SUP approval at this site, previously. In December 1966, City Council granted approval for SUP #0696 for Hopkins House to operate a full-day daycare establishment for 45 students with 10 staff members. The Del Ray Preschool received City Council approval in 1987 for SUP #1990 for a daycare operation accommodating 44 children. Most recently, staff administratively approved SUP #2010-0064 in February 2011 for a 6-child daycare service. The applicant filed an administrative SUP application (SUP #2015-0076) in July 2015 for a daycare operation caring for 50 children. Staff received several comments regarding parking and traffic concerns from residents, however. The Director of Planning and Zoning determined that the applicant's proposal would be docketed for Planning Commission and City Council review given residents' concerns. The applicant modified its proposal for the full-hearing application. SUP #2016-0009 was approved in May 2016, allowing the day care to operate with a maximum of 32 students.

Parking

Section 8-200(A)(16) of the Zoning Ordinance requires daycare operations to provide 0.25 parking spaces per 1,000 square feet. With approximately 6,400 square feet, the site would be required to have two parking spaces. Uses requiring two spaces or less are exempt from providing parking.

Nonetheless, the day care center has access to 13 parking spaces in the 15-space church parking lot for the pick-up and drop off of children and the applicant also provides six off-

street parking spaces at an off-site location for the day care center employees. The vehicles of the church pastor and the day care center director would occupy two spaces in the parking lot during the daycare operating hours.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, Old Town Civic Association was sent an email notification of the current application. Staff has not received any comments from residents or adjacent businesses.

Staff Action

Staff supports the applicant's request for a the minor increase of students from 32 to 39. The increase of students would allow the applicant flexibility in their operations and the ability to provide services to more members of the community. Staff has updated conditions to current language and Condition #3 was amended to reflect the applicant's request.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: July 12, 2019

Action: Approved



Tony LaColla, AICP, Division Chief

Attachments: 1) Special Use Permit Conditions
2) Department Comments
3) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2019-0056

The owner is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any business or entity in which the applicant has a controlling interest. (P&Z) (SUP #2016-0009)
2. The hours of operation for the day care center shall be limited to between 7 a.m. and 6 p.m., Monday through Friday. (P&Z) (SUP #2016-0009)
3. **CONDITION AMENDED BY STAFF:** The maximum number of children permitted at the child care facility is limited to 39 ~~32~~ at any one time. (P&Z) ~~(SUP #2016-0009)~~
4. The facility shall obtain all required state, federal, and local licenses and certificates prior to opening its place of business. (P&Z) (SUP #2016-0009)
5. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. The applicant shall also inform parents on an ongoing basis, including as part of any parent orientation, of all applicable Special Use Permit provisions and requirements. (P&Z) (SUP #2016-0009)
6. The applicant shall invite a representative from the neighborhood's residents to volunteer as a community liaison with the daycare center. (P&Z) (SUP #2016-0009)
7. The applicant shall provide adequate drop-off and pick-up facilities in the church parking lot to minimize impacts on pedestrian and vehicular traffic. The transfer of children shall not occur in public rights-of-way. The applicant shall ensure that no vehicles double park on North Alfred or Princess Streets and that traffic does not back up onto either North Alfred or Princess Streets. The Director of Planning & Zoning reserves the right to revisit this agreement and may impose amended or additional requirements to ensure that adequate pick-up and drop-off facilities are maintained. (P&Z) (T&ES) (PC) (SUP #2016-0009)
8. The applicant shall ensure parents are aware of appropriate vehicle locations for drop-off and pick-up activities through information provided when the child is enrolled and annually as a reminder. (T&ES) (SUP #2016-0009)
9. The applicant shall require its employees who drive to use off-street parking. (T&ES) (SUP #2016-0009)
10. **CONDITION AMENDED BY STAFF:** The applicant shall encourage its employees to use public transportation to travel to and from work. ~~Within 60 days of SUP approval, the~~ business shall contact Go Alex at goalex@alexandriava.gov ~~Local Motion at 703-746-4686~~

for information on establishing an employee transportation benefits program. (T&ES) (SUP #2016-0009)

11. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up once each day to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES) (SUP #2016-0009)
12. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible from the property line. (T&ES) (SUP #2016-0009)
13. The applicant shall apply to the Department of Recreation to establish times and schedules to use the Recreation Center play areas. (City Council) (SUP #2016-0009)
14. The applicant shall provide a signed rental contract or purchase agreement to the Director showing that at least six off-street parking spaces are made available by the applicant for its employees at an offsite location to the satisfaction of the Director of Planning & Zoning. The applicant shall provide an up-to-date contract to the Director upon request. (P&Z) (SUP #2016-0009)
15. **CONDITION ADDED BY STAFF:** The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
16. **CONDITION ADDED BY STAFF:** The applicant shall encourage parents and guardians to park off-street through the provision of information on the school's website. (T&ES)
17. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the Special Use Permit on year after approval and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as a result of a complaint that rises to the level of a violation; or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z) (SUP #2016-0009)

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services:

- R-1 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-2 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- R-3 The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
- R-4 The applicant shall encourage parents and guardians to park off-street through the provision of information on the school's website. (T&ES)
- R-5 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code Enforcement:

No comments received.

Health Department:

No comments received.

Parks and Recreation:

No comments received.

Police Department:

No comments received.

Fire:

No comments received.

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2019-0056. The undersigned also hereby agrees to obtain all applicable licenses and permits required for a day care center at 322 North Alfred Street.


Applicant – Signature

7-18-19
Date

Judith Mahon - Operations
Applicant – Printed

Bright Mind Preschool

7-18-19
Date